**Sample Letter to Request Occupational Therapy Involvement at your**

**Fall Prevention Event**

***Please Note:*** *This letter was designed to assist clinicians who are organizing fall prevention events to recruit local occupational therapy and certified occupational therapist assistants to volunteer for your event. Please modify as needed to suit your specific needs.*

Dear contact person at clinic or other location,

I am seeking involvement of occupational therapists and certified occupational therapist assistants to assist in our name of your fall prevention event, which will take place on date at location from start time – end time.

Falls are the leading cause of fatal and non-fatal injuries for older adults. Falls threaten the safety and independence of older adults, generating enormous economic and personal costs. However, falling is not an inevitable result of aging. Through practical lifestyle adjustments, evidence-based falls prevention programs, and clinical-community partnerships, the number of falls among older adults can be substantially reduced. Every September, the National Council on Aging (NCOA) sponsors the National Fall Prevention Awareness Day (NFPAD) campaign to reduce falls in our aging adults. Our event, which we seek assistance with, will commemorate NFPAD.

Research supports that the cause(s) of falls are multifactorial in nature. As such, the most successful falls prevention events are those that use a multi-faceted approach. Therefore, we would like your clinical expertise to:

* Conduct interviews for a history of falls
* Screen for intrinsic and extrinsic fall risk factors
* Screen for visual deficits
* Screen for hearing deficits
* Recognize and address fear of falling
* Screen and address fall risk factors related to their activity roles and routines and their home environment to maximize independence for older adults
* Screen for and assist in breaking the cycle of inactivity and sedentary lifestyle, which increases one’s risk of falling

Individuals interested in volunteering will be trained in the STEADI Toolkit on-site prior to the start of our fall prevention event. Those who wish to prepare ahead of time can partake in the CDC’s *STEADI Older Adult Fall Prevention Online Training for Providers*, which is a free 1-hour webinar available to all healthcare clinicians. Please click [here](https://www.cdc.gov/steadi/training.html) for more information.

Although the incidence and prevalence of falls is extremely high, we can significantly lower the risk of falls among aging adults with proper screening, assessment and interventions. At the same time, clinicians participating in our fall prevention event will mutually benefit through a positive hands-on learning experience which can transcend into their clinical practice. Those interested in volunteering can contact us at your email address. Looking forward to assisting our older adults by preventing one fall at a time!

Respectfully,

Your name

Title, name of organization you are representing